

**Form 50058 (MTCS) Vendor Test Center:
September 6, 2000 Conference Call Minutes**

I. Test Center Implementation:

- HUD launched the Vendor Test Center on September 6, 2000.
- This test center allows PHAs who develop their own software, and software vendors, to test the upload of their building and unit information into PIC and to test the upload of their Form 50058 data into the Form 50058 module.
- HUD is in the process of sending out user IDs and passwords to registered PHAs/Vendors.
- All vendors must supply HUD with the names of the PHAs whose data the vendor has permission to test before HUD will supply the vendor with a user ID and password. HUD assumes that PHAs will test their own data.

In order to ensure a smooth implementation of this Test Center, HUD will schedule specific times for PHAs/Vendors to conduct their first test of the system. This way, HUD will ensure that staff are available to answer any questions, or assist with any problems, that arise during the first test. The scheduling/test process is as follows:

1. PHA/Vendor registers to use the Test Center. (Vendors provide the names of the PHAs whose data they will test.)
2. HUD creates and e-mails a user ID/password to the PHA/Vendor.
3. HUD staff calls the PHA/Vendor to set up a time for the initial system test.
4. At the time of the initial test, the PHA/Vendor can call the MTCS hotline (1-800-366-6827, Option 1 and then Option 8) if they require any assistance.
5. Hotline staff will contact the appropriate developer.
6. The developer will call back the PHA/Vendor to provide any necessary assistance.

II. Draft Technical Reference Guide

On Wednesday, September 6th, HUD posted the September 1, 2000 version of the Draft Technical Reference Guide, including a supporting table that notes all of the changes made to the TRG, to the MTCS 2000 web site.

III. Building and Unit Upload Information

HUD re-sent building and unit upload information to all of the Test Center Participants on September 7, 2000. Information for Section 8 housing is not submitted in the building and unit upload.

IV. Status of the New Form HUD-50058

HUD is still awaiting OMB approval of the new Form HUD-50058.

V. Next Conference Call

HUD will hold the next Test Center Conference call on Wednesday September 13, 2000 at **2PM**.
The dial in number for this call is 1-800-377-4562
Conference Chairman: Johnson Abraham.

